



Relocation Budget Planner

One of the best ways to minimize the out-of-pocket expenses during your move is to set up a budget. Budgeting is essential to limiting your expenses and tracking your benefits and entitlements. The Relocation Budget Planner is one of tools you can use to keep on track throughout your move. If you need assistance, contact your Military and Family Support Center or Military OneSource (<http://www.militaryonesource.mil>).

Enter your estimated benefits and entitlements in the first column (Benefits due you). Enter your estimated total cost for each item in the middle column (Your total estimated cost). Calculate the difference between the first column and the middle column, and put the number in the third column (Difference). If that number is negative, you may incur out-of-pocket expenses. Knowing this in advance can help you reduce your estimated costs and plan for extra expenses.

Keep your Relocation Budget Planner current as estimates change or become actual costs. This will help you stay on top of your relocation finances. You also may want to keep track of these costs for tax purposes or reimbursement for a personally procured move.

Relocation assistance point of contact

Name _____

Telephone # _____

Transportation office

Name _____

Telephone # _____

Housing office point of contact

Name _____

Telephone # _____

House-hunting trip

| | Benefits due you | Your total estimated cost | Difference |
|-----------------------------|------------------|---------------------------|------------|
| Transportation | | | |
| Lodging | | | |
| Meals | | | |
| Child care | | | |
| Incidentals | | | |
| House-hunting trip subtotal | \$ | \$ | \$ |

Selling a home

| | Benefits due you | Your total estimated cost | Difference |
|----------------------------|------------------|---------------------------|------------|
| Real estate commission | | | |
| Prepayment penalty | | | |
| Attorney/title fees | | | |
| Appraisals/inspections | | | |
| Advertising costs | | | |
| House preparation/cleaning | | | |
| Other | | | |
| Selling a home subtotal | \$ | \$ | \$ |

Lease termination expenses

| | Benefits due you | Your total estimated cost | Difference |
|----------------------------|------------------|---------------------------|------------|
| Lease cancellation fee | | | |
| Cleaning/repair | | | |
| Unused rent | | | |
| Pet deposit | | | |
| Other | | | |
| Lease termination subtotal | \$ | \$ | \$ |

Temporary living costs

| | Benefits due you | Your total estimated cost | Difference |
|---------------------------|------------------|---------------------------|------------|
| Transportation | | | |
| Lodging | | | |
| Meals | | | |
| Incidentals | | | |
| Temporary living subtotal | \$ | \$ | \$ |

Household goods shipment

| | Benefits due you | Your total estimated cost | Difference |
|------------------------------------|------------------|---------------------------|------------|
| Packing | | | |
| Transporting goods (contractor) | | | |
| Vehicle rental (PPM only) | | | |
| Unpacking | | | |
| Storage | | | |
| Car (or other vehicle) | | | |
| Boat/boat trailer | | | |
| Camper or RV | | | |
| Claims/damage | | | |
| Incidentals | | | |
| Household goods subtotal | \$ | \$ | \$ |

Travel to new duty station

| | Benefits due you | Your total estimated cost | Difference |
|-----------------|------------------|---------------------------|------------|
| Transportation | | | |
| Lodging | | | |
| Meals | | | |
| Incidentals | | | |
| Travel subtotal | \$ | \$ | \$ |

Buying a home

| | Benefits due you | Your total estimated cost | Difference |
|-------------------------------|------------------|---------------------------|------------|
| Attorney's fees | | | |
| Title search fees | | | |
| Appraisal/inspection | | | |
| Loan origination fee | | | |
| Survey fee | | | |
| Insurance | | | |
| Recording/transfer fees | | | |
| Other | | | |
| Buying a home subtotal | \$ | \$ | \$ |

Renting a home

| | Benefits due you | Your total estimated cost | Difference |
|--------------------------------|------------------|---------------------------|------------|
| Security deposit | | | |
| Pet deposit | | | |
| Renter's insurance | | | |
| Advance: first month's rent | | | |
| Advance: last month's rent | | | |
| Other | | | |
| Renting a home subtotal | \$ | \$ | \$ |

Miscellaneous

| | Benefits due you | Your total estimated cost | Difference |
|--|------------------|---------------------------|------------|
| Utility deposits (minus any refund) | | | |
| Household insurance (minus any refund) | | | |
| Property tax (minus any refund) | | | |
| Interest on bridge loan | | | |
| New furnishings (minus any proceeds from yard sale) | | | |
| Other one-time expenses (list) | | | |
| Pet boarding | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Miscellaneous subtotal | \$ | \$ | \$ |
| Grand total | \$ | \$ | \$ |